DRIVEWAY PERMIT MANUAL

HDPW-X

CONTENTS: DRIVEWAY REGULATIONS AND PROPOSED DRIVEWAY PLAN

TOWN OF HUDSON, MASSACHUSETTS 01749
DEPARTMENT OF PUBLIC WORKS
ONE MUNICIPAL DRIVE
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TOWN OF HUDSON, MA  01749
DEPARTMENT OF PUBLIC WORKS
ONE MUNICIPAL DRIVE

DRIVEWAY REGULATIONS AND PERMIT APPLICATION
HDPW-X

A.  DRIVEWAY REGULATIONS

1.  Driveways shall not be allowed to enter the public way directly onto an intersection rounding.
2.  Driveways shall not be constructed in any manner which inhibits the existing drainage system of the Town way.
3.  Driveways shall not be constructed so as to cause water to flow into the Town way from private property.
4.  The elevation of the driveway at the back of the sidewalk (or at the property line if no sidewalk) shall be three (3) inches higher than the elevation of the centerline of the Town way.
5.  The slope of the driveway shall not be greater than ten (10) percent for the first twenty (20) feet from the property line.
6.  Driveway openings between the gutter line and the property line shall be paved with a minimum of three (3) inches of bituminous concrete, leaving a ½ inch lip where the driveway meets the street (see Figure 2).  All costs shall be borne by the owner of the driveway.
7.  Not more than two (2) adjoining lots may be serviced by one (1) common driveway, provided that the driveway falls within the frontage of one or both of the lots serviced and all other provisions of this by-law are met.
8.  The costs of relocating any existing, Town owned and maintained utilities, mains and/or services, due to the construction of a new driveway shall be borne by the owner of the driveway.
9.  No permit shall be issued except upon submission of an application and plan to the Director of Public Works.  A Road Opening Permit from the HDPW may also be required for construction of the driveway.
10.  No work is to commence prior to approval by the Director of Public Works and issuance of permit.
11.  Refer also to Town Planning Board Regulations for new driveways in subdivisions.

B.  PROPOSED DRIVEWAY PLAN - REQUIRED INFORMATION (See Figure 1)

1.  Street Name, House Number, and Lot Number if applicable.
2.  Applicants Name and Address.
3.  Date of Application.

Dimensions:

1.  The distance from the left edge of the driveway to the left property line.
2.  The distance from the right edge of the driveway to the right property line.
3.  The width of the driveway.
4.  The length of the driveway.
5.  The distances, in each direction, to the nearest fire hydrants.

Elevations (any reference datum is acceptable):

1.  The elevation of the centerline of the Town way at the location of the driveway opening.
2.  The elevation of the gutter line of the Town way at the location of the driveway opening.
3.  The elevation of the driveway at the back of sidewalk (the property line).
4.  The elevation of the driveway twenty feet in from the back of sidewalk (property line).

PLEASE PROVIDE SKETCH WITH THE ABOVE INFORMATION USING THE ATTACHED
"PROPOSED DRIVEWAY PLAN" FORM
REFER TO THE ATTACHED SAMPLE AND DETAILS
TOWN OF HUDSON
DEPARTMENT OF PUBLIC WORKS

PROPOSED DRIVEWAY PLAN

STREET: ___________________ HOUSE NO.: ________ LOT NO.: ________

******************** SAMPLE ***************

APPLICANT (OWNER): ____________________________________________

APPLICANT’S ADDRESS: __________________________________________

DISTANCES: ELEVATIONS:

P.L..H = 20’ 1) centerline road = 100.0’
P.L.AT = 120’ 2) gutter = 99.7’
L = 40’ 3) back of s.w. (prop.line) = 100.25
W = 10’ 4) 20’ in from prop. Line = 99.0’
HYD..H = 500’
HYD..AT = 130’

Ref. Datum = centerline road

FIGURE 1 (SAMPLE)
TOWN OF HUDSON
DEPARTMENT OF PUBLIC WORKS

PROPOSED DRIVEWAY PLAN

STREET: ______________________  HOUSE NO.: ______  LOT NO.: ______

APPLICANT (OWNER): ______________________  DATE: ______

APPLICANT’S ADDRESS: ______________________

| PROVIDE SKETCH OF DRIVEWAY WITH THE FOLLOWING INFORMATION |
| DISTANCES: | ELEVATIONS: |
| P.L. \_r = _______ | 1) centerline road = _______ |
| P.L. \_l = _______ | 2) gutter = _______ |
| L = _______ | 3) back of s.w. (prop.line) = _______ |
| W = _______ | 4) 20’ in from prop. Line = _______ |
| HYD_{h} = _______ | Ref. Datum = _______ |
| HYD_{n} = _______ |

| HOUSE # ______ |
| LOT # ______ |

BACK OF SW / PROPERTY LINE
SIDEWALK
GUTTER
CENTERLINE

Notes: P.L. = Distance to right and left property lines; L = Length of driveway; W = width of driveway; HYD = Distance to nearest fire hydrants in each direction

HDPW APPROVED BY: ______________________  DATE: ______
LEGEND

W = SIDEWALK WIDTH

SECTION A-A